

List of Acceptable Identification for Background Check

All applicants must have one Primary and one Secondary form of Identification,

OR two Primary forms of Identification.

Primary	Secondary
<div>1. U.S. Passport (current and valid)</div> <div>2. Certificate of Naturalization (INS Form N-550 or N-570)</div> <div>3. Unexpired foreign passport, with I- 551 stamp or attached INS Form I-94 indicating unexpired employment authorization</div> <div>4. Driver's license or ID card issued by a state provided it contains a photograph or information such as name, date of birth, gender, height, eye color and address</div> <div>5. U.S. Military/Retire ID Card</div> <div>6. Military dependent's ID card</div> <div>7. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color and address</div> <div>8. Certificate of U.S. Citizenship (INS Form N- 560 or N-561)</div> <div>9. Permanent Resident Card or Alien Registration Receipt Card with photograph (INS Form I- 151 or I-551)</div>	<div>1. Voter's registration card</div> <div>2. U.S. Coast Guard Merchant Mariner Card</div> <div>3. U.S. social security card issued by the Social Security Administration (other than a card stating it is not valid for employment)</div> <div>4. Original or certified copy of a birth certificate issued by a state, county, municipal authority or outlying possession of the United States bearing an official seal</div> <div>5. U.S. Citizen ID Card (INS Form I-197)</div> <div>6. Certificate of Birth Abroad issued by the Department of State (Form FS-545 or Form DS-1350)</div> <div>7. Native American tribal document</div> <div>8. US Military Discharge papers DD 214</div> <div>9. Civil Marriage Certificate</div> <div>10. U.S. Adoption Papers</div> <div>11. DOT Medical Card.*</div>

IBT Background Check Sites

EMSI Woburn  
800 W. Cummings Park  
Suite 5225  
Woburn, MA 01801

781-376-1806  
woburn.exam@emsinet.com

EMSI Worcester  
70 James St.  
Suite 205  
Worcester, MA 01603

508-755-3650  
worcester.exam@emsinet.com



Massachusetts  
Registry of Motor  
Vehicles

1 Copley Place  
Boston, MA 02116  
617-351-4500  
www.mass.gov/rmv

Hazardous  
Materials  
Endorsement

Due to the federal Patriot Act, the rules for obtaining a Hazardous Materials (HazMat) Endorsement have changed as follows:

1. Massachusetts Commercial Learner's Permits will no longer be issued with a Hazardous Materials Endorsement.
2. A Commercial License with a Hazardous Materials Endorsement cannot be issued, renewed, or transferred until the Transportation Security Administration (TSA) notifies the RMV that the applicant has passed a Background Check.

## Applying for or Adding a Hazardous Materials Endorsement



1

**Go to an RMV branch office and do the following:**

- ✓ Complete a permit application.
- ✓ Present required identification documentation.
- ✓ Pay permit fees.
- ✓ Take the Hazardous Materials Knowledge Exam.

If you pass the Hazardous Materials Knowledge Exam, you will receive a Hazardous Materials Pass Certificate. Exam results are valid for two years.

2

**Contact IBT, the Transportation Security Administration's vendor, at 1-877-429-7746 or visit [www.hazprints.com](http://www.hazprints.com) to apply for the Background Check, pay the \$94 application fee, and identify locations nationwide where you can be fingerprinted. You will need to visit the vendor's location (see back for Massachusetts locations) and do the following:**

- ✓ Present 2 forms of ID to verify your identity.
- ✓ Allow yourself to be fingerprinted.

It could take approximately 30 days to receive the results of your Background Check. The Transportation Security Administration (TSA) will notify you and the RMV of the results via mail.

3

**If you pass the background check, do the following:**

- ✓ Return to an RMV branch office.
- ✓ Complete a license application.
- ✓ Pay the fees for a Commercial Driver's License with the Hazardous Materials Endorsement.

You will receive a temporary paper license at the branch and your permanent license will be mailed to you. This transaction can only be processed if the RMV has received confirmation from TSA that you passed the Background Check. If you have received the confirmation letter from TSA and the RMV has not, you will not be able to add the Hazardous Materials Endorsement to your license until the RMV receives confirmation. Please contact the RMV at 617-351-4500 if this happens.

**If you fail the Background Check, you are not eligible for a Hazardous Materials Endorsement. Go to TSA's website [www.tsa.gov](http://www.tsa.gov) for appeal and waiver information.**

## Renewing a Hazardous Materials Endorsement



1

**Approximately ninety (90) days prior to your license expiration, contact IBT, the Transportation Security Administration's vendor, at 1-877-429-7746 or visit [www.hazprints.com](http://www.hazprints.com) to apply for the Background Check, pay the \$94 application fee, and identify locations nationwide where you can be fingerprinted. You will need to visit the vendor's location (see back for Massachusetts locations) and do the following:**

- ✓ Present 2 forms of ID to verify your identity.
- ✓ Allow yourself to be fingerprinted.

It could take approximately 30 days to receive the results of your Background Check. The Transportation Security Administration (TSA) will notify you and the RMV of the results via mail.

2

**If you pass the background check, do the following:**

- ✓ Go to an RMV branch office.
- ✓ Complete a license application.
- ✓ Pay applicable fees.
- ✓ Take the Hazardous Materials Knowledge Exam.

If you pass the Hazardous Materials Knowledge Exam, you can renew your license with the Hazmat Endorsement.

You will receive a temporary paper license at the branch and your permanent license will be mailed to you. This transaction can only be processed if the RMV has received confirmation from TSA that you passed the Background Check. If you have received the confirmation letter from TSA and the RMV has not, you will not be able to add the Hazardous Materials Endorsement to your license until the RMV receives confirmation. Please contact the RMV at 617-351-4500 if this happens.

If you fail the Background Check or the Knowledge Exam, you may still be able to renew your Commercial Driver's License, but without the Hazardous Materials Endorsement.

**If you fail the Background Check, you are not eligible for a Hazardous Materials Endorsement. Go to TSA's website [www.tsa.gov](http://www.tsa.gov) for appeal and waiver information.**

## Transferring a Hazardous Materials Endorsement from Out-of-State



1

**Go to an RMV branch office and do the following:**

- ✓ Complete a license application.
- ✓ Pay applicable fees.
- ✓ Take the Hazardous Materials Knowledge Exam.

2

**If you pass the Hazardous Materials Knowledge Exam, contact IBT, the Transportation Security Administration's vendor, at 1-877-429-7746 or visit [www.hazprints.com](http://www.hazprints.com) to apply for the Background Check, pay the \$94 application fee, and identify locations nationwide where you can be fingerprinted. You will need to visit the vendor's location (see back for Massachusetts locations) and do the following:**

- ✓ Present 2 forms of ID to verify your identity.
- ✓ Allow yourself to be fingerprinted.

It could take approximately 30 days to receive the results of your Background Check. The Transportation Security Administration (TSA) will notify you and the RMV of the results via mail.

3

**If you pass the Background Check, do the following:**

- ✓ Go to an RMV branch office.
- ✓ Complete a license application.
- ✓ Pay the fees for a Commercial Driver's License with Hazardous Materials Endorsement.

You will receive a temporary paper license at the branch and your permanent license will be mailed to you. This transaction can only be processed if the RMV has received confirmation from TSA that you passed the Background Check. If you have received the confirmation letter from TSA and the RMV has not, you will not be able to add the Hazardous Materials Endorsement to your license until the RMV receives confirmation. Please contact the RMV at 617-351-4500 if this happens.

**If you fail the Background Check, you are not eligible for a Hazardous Materials Endorsement. Go to TSA's website [www.tsa.gov](http://www.tsa.gov) for appeal and waiver information.**